

MUNDON PARISH COUNCIL

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Mrs J Lines
Parish Clerk/RFO
Homestead
Old Heath Road
Althorne
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9 January 2024

Dear Councillors

You are summoned to attend the MEETING OF **MUNDON PARISH COUNCIL** to be held on **Tuesday 16 January 2024 at 7.00 p.m.** in the **Victory Hall, Mundon**, when the following business is proposed to be transacted.

Yours faithfully
Jackie Lines
Parish Clerk/RFO

Councillors: Cllr Gavin Rowsell (Chair), Cllr Kerry-Jane Wylie (Vice Chair),
Cllr John Bennett and Cllr Diane Leggett

A G E N D A

103. Chairman's welcome and to receive apologies of absence.

104. Declarations of Interest

- a) To receive Declarations of Interest for any agenda items.
- b) To remind members it is their responsibility to check that their Register of Interests are up to date or if new, to register at MDC i.e. if any changes occur that they are updated within 28 days on the MDC website.

105. Public Forum

A Code of Conduct to be adhered to as a whole and is consistent with "Nolan Principles" which are set out in paragraph 3.1 of the Code of Conduct and the provisions of S29(1) Localism Act 2011.

106. Minutes of the previous meeting – 21 November 2023

To receive, approve and sign the minutes of the meeting of the Parish Council held on 21 November 2023.

107. Councillors

Councillor vacancy to be filled by co-option.

108. County/District Councillors Report

To receive reports from County and/or District Councillors.

109. Policies, Procedures, Risk Assessments and Contracts

To consider and resolve any annual or new drafts:
Financial and Management Risk Assessment

110. Transport

To receive an update on transport from Cllr Bennett.

111. The Furze

To receive an update on The Furze.

112. Grass Cutting/Verges

To receive an update from Cllr Leggett.

113. Neighbourhood Watch

To receive an update from Cllr Wylie.

114. Woodside

To receive an update, from the Clerk.

115. Website and Social Media

To receive an update from Cllr Rowsell.

116. Planning

a) **Planning Applications For Information Only and for Review For Information Only**

Nothing to report at date of drafting agenda.

For Review

Nothing to report at date of drafting agenda.

b) **Planning Decisions (and awaiting Decisions)**

23/0331/LDE PP-12044336

Claim for lawful development certificate for an existing C3 dwelling without compliance with the relevant reserved matters MAR/253/67/1

Wycke View Farm, Main Road, Mundon

23/00440/OUT PP-12118536

Land North of Willow Grove, Maldon Road, Mundon

Outline planning application (with all matters of detail reserved for future determination except for means of access) for the erection of up to two dwellings.

23/00342/VAR PP-12045353

Wycke View Farm, Main Road, Mundon

Removal of condition 2 (occupation of dwelling) on approved planning MAR/253/67 (Erection of dwelling for agricultural worker, OS field 213, Sparrow Wycke Farm, Mundon)

c) Planning Correspondence:

Members to note receipt via email of the following:

List of planning applications, decisions and appeals weeks 47 of 2023 to 02 of 2024.

117. Highways

- a) To receive any updates on outstanding or new highways matters.
- b) To consider and resolve matters relating to the crossing of the Main Road by mobility scooters.
- c) To review information received from the Community Protection Team after carrying out regular speed checks via a TRUCAM.
- d) To receive an update on the signs to display speeding data.
- e) To receive an update on village gateways.

118. Community

- a) Fundraising Committee update from Cllr Leggett and to consider and resolve any matters arising.
- b) Defibrillator update from the Clerk.

119. Plume Educational Trust

Report from Trustee, Cllr Wylie.

120. Correspondence

A list will be provided on the evening of the meeting if any correspondence is received in addition to what has previously been circulated via email and is not an agenda item.

No decisions can be made under this heading it is for information only.

121. Finance

- a) To review and approve receipts, payments and bank reconciliation for November and December 2023 - List of payments are circulated to members at the end of each month prior to the meeting.

Nov-23						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
28/23-24	31/10/2023	Mow My Law n	Grass cutting services x4 for Sept and Oct 2023	300.00		300.00
29/23-24	30/11/2023	Clerk	Salary (inc. backdated pay award) and home office - month 8 - Nov 23	647.90		647.90

Dec23						
FOLIO	DATE	PAYEE	DESCRIPTON	NET AMT	VAT	GROSS
30/23-24	04/12/2023	Victory Hall	Victory Hall hire x2 hrs Jan 2024 mtg	16.00		16.00
31/23-24	13/12/2023	April Skies Accounting	Interim internal audit for year ending 31 March 2024	87.50		87.50
32/23-24	14/12/2023	Clerk	Expenses - x3 speed data signs from UK Safetystore	71.97	14.39	86.36
33/23-24	29/12/2023	Clerk	Salary and home office - month 9 - December 2023	381.52		381.52
34/23-24	20/12/2023	Wood Warden	Expense claim - chainsaw trousers	220.48	44.10	264.58

- b) Budget and precept for 2024/2025.
- c) To consider and resolve budget headings where possible shortfalls may arise.
- d) Internal interim audit for current year, update.
- e) Annual review of the Asset Register, to consider and resolve.

122. Training

To consider and resolve any future needs for members, clerk and volunteers.

123. External Meetings

To receive reports on any external meetings attended by councillors or clerk and dates of any future meetings.

124. Information Exchange and Items for next Agenda

An opportunity for members to raise any items they wish to be included on the agenda for the next meeting, other than what has already been decided during the course of the meeting.

125. Next meeting to be held on Tuesday 19 March 2024 @ 7pm

126. All business having been transacted, the Chair thanks everyone for attending and closes the meeting.